



# *Memorandum*

**Date:** ♦ June 25, 2013  
**To:** ♦ City Clerk  
**From:** ♦ Teresa McKinstry, Planning Dept.  
**Re:** ♦ Administrative Approvals  
**cc:** ♦ Jean Preister

This is a list of the administrative approvals by the Planning Director from June 18, 2013 through June 24, 2013:

**Administrative Amendment No. 13042** to Preliminary Plat No. 00014, North Creek Trade Center, approved by the Planning Director on June 18, 2013, requested by ESP, Inc., to reduce the 20 foot landscape easement to 10 feet adjacent to Interstate 80, and provide a landscape plan, for Lots 4 and 5, Block 2, on property generally located at N. 27<sup>th</sup> St. and Fletcher Ave.